Debbie Willard

# Brooklyn, N.Y.

✓ 1. Mail Flow - Alex + Ken
- Questions Peter
- Priorities

✓ 2. Drafts - Where kept? Security
Cigarettes - Lee's Office locked!

✓ 3. Coupons - Security? Set up
Coupon Management Back Room!

✓ 4. Salary Inc. - Promotions

✓ 5. Personal - David Figerna

✓ 6. Work Plan - Salem B2G1F still available

✓ 7. USIP - First Half

✓ 8. New Winners Program - Goals

✓ 9. W/W's, T/A's, A/A's

✓ 10. Sec. - Dictation

51843 0181